



AUSTRALIAN NATIONAL MEDIATOR ACCREDITATION SYSTEM

ACCREDITATION RENEWAL APPLICATION

PERSONAL DETAILS

NAME:	
BAR ROLL NUMBER:	
CLERK:	
TELEPHONE:	
MOBILE:	
EMAIL:	

GOOD CHARACTER

(a) Are you of good character and do you possess appropriate personal qualities and experience to conduct a mediation process independently, competently and professionally? ¹	
(b) Do you hold a current practising certificate issued by the Legal Services Board? ²	
(c) Have you at any time been disqualified from professional practice? ³ (if YES, please attach a detailed statement and explanation).	
(d) Have you been convicted of a criminal offence/s? ⁴ (if YES, please attach a detailed statement and explanation).	
(e) Do you have an impairment that could influence your capacity to discharge your obligations in a competent, honest and professional manner? ⁵ (if YES, please attach a detailed statement and explanation).	
(f) Have you ever been refused NMAS accreditation or accreditation renewal, or had your accreditation suspended or cancelled? ⁶ (if YES, please attach a detailed statement and explanation).	
(g) Are you a member of the Victorian Bar (an RMAB) and do you acknowledge that your continuing NMAS accreditation by the Victorian Bar depends on you remaining a member? ⁷	

¹ See NMAS effective 1 July 2015 Part II Approval Standard 2.1.

² See Approval Standard 2.1(a) – the alternative to providing written references.

³ See Approval Standard 2.1(b). This includes any type of professional practice and is not restricted to legal practice.

⁴ See Approval Standard 2.1(c). The MSB has advised that Approval Standard 2.1(c) is to be interpreted as not requiring disclosure of *all* criminal convictions; only convictions for an indictable offence that have occurred since the most recent disclosure to the Legal Services Board.

⁵ See Approval Standard 2.1(d).

⁶ See Approval Standard 2.1(e).

⁷ See Approval Standard 2.1(h).

MEDIATIONS AND CPD WITHIN THE TWO-YEAR CYCLE

<p>Have you conducted at least 25 hours of mediation, co-mediation or conciliation within the two-year cycle, or within two months of the due date for renewal of accreditation?⁸</p>	
<p>If you have not conducted 25 hours of mediation, co-mediation or conciliation within the two-year cycle, or within two months of the due date for renewal of accreditation, please explain why (check applicable box/boxes):</p> <ul style="list-style-type: none"> • lack of work opportunities as a mediator, co-mediator or conciliator (no detail or explanation required) • health circumstances • career circumstances • residence in non-urban or culturally and linguistically diverse communities <p>Notwithstanding the above, have you conducted at least 10 hours of mediation, co-mediation or conciliation within the two-year cycle or within two months of the due date for renewal of accreditation?⁹</p>	
<p>If you answered 'yes' to the immediately preceding question, have you previously been re-accredited based on 10 hours mediation, co-mediation or conciliation? If so, please state the years in which your previous re-accreditations were based on only 10 hours mediation, co-mediation or conciliation.¹⁰</p>	
<p>Have you completed at least 25 hours of continuing professional development that contributes to the knowledge, skills and ethical principles contained in the Practice Standards within the two-year cycle or within two months of the due date for renewal of accreditation?¹¹</p>	
<p>If you answered 'no' to the immediately preceding question, please explain why (check applicable box/boxes):</p> <ul style="list-style-type: none"> • health circumstances • career circumstances • residence in non-urban or culturally and linguistically diverse communities.¹² 	

COMPLIANCE UNDERTAKING

<p>Do you undertake to comply with:</p>	
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⁸ See Approval Standard 3.2 as qualified by Approval Standard 3.8. **Please note that, although details as to whether these hours were as the mediator, co-mediator or conciliator, dates and hours etc, are not required to be submitted with this application, records must be kept and are subject to audit by the Bar or by the MSB at some future time.**

⁹ See Approval Standard 3.3 as qualified by Approval Standard 3.8. See also bolded note in footnote 8.

¹⁰ See Approval Standard 3.4 (limit of three consecutive 10-hours re-accreditations).

¹¹ See Approval Standard 3.5 as qualified by Approval Standard 3.8. **See also bolded note in footnote 8. As with mediations, although details of CPD are not required with this application, records must be kept and are subject to future audit.**

¹² See Approval Standard 3.6.

<ul style="list-style-type: none"> the National Mediator Accreditation System (effective 1 July 2015) Part II Approval Standards for persons seeking accreditation and for a mediator already accredited under the NMAS; the National Mediator Accreditation System (effective 1 July 2015) Part III Practice Standards which apply to NMAS accredited mediators; and any relevant legislation, professional standards and any other requirements that may be relevant to your practice as a barrister and NMAS-accredited mediator practising in mediation?¹³ 	
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INSURANCE

Are you covered by the relevant professional indemnity insurance or have statutory immunity? ¹⁴	
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ACKNOWLEDGMENTS

Do you acknowledge that a Recognised Mediator Accreditation Body can disclose information about an applicant who has applied for or been granted accreditation to the Mediator Standards Board and the MSB can release it to other RMAB's on request? ¹⁵	
Do you acknowledge that Section 8.8 of the Practice Standards provides that: <i>"A mediator should, where possible, engage in professional debriefing, peer consultation and mentoring of less experienced mediators"</i> ?	

PARALLEL NMAS ACCREDITATION

Are you currently accredited as a mediator under the NMAS by another RMAB? ¹⁶ If YES, please give name of other RMAB.	
Members of the Victorian Bar should have their NMAS mediator accreditation through the Victorian Bar. Do you authorise the Victorian Bar to arrange with your other RMAB and the MSB for your NMAS mediator accreditation to be transferred to the Victorian Bar as your RMAB in this re-accreditation? ¹⁷	
Have you already paid the MSB \$100 registration fee for the re-accreditation now being sought from the Victorian Bar to another RMAB?	

I certify that the contents of this Application are true and correct.

SIGNATURE

DATE

¹³ See Approval Standard 2.1(f).

¹⁴ See Approval Standard 2.1(j).

¹⁵ See Approval Standard 2.1(i).

¹⁶ NMAS Part IV (Recognised Mediator Accreditation Bodies) section 2.6 forbids parallel NMAS accreditation.

¹⁷ Because complaints and discipline are the responsibility of an NMAS-accredited mediator's RMAB, members of the Victorian Bar should have the Victorian Bar as their RMAB.

REGISTRATION FEE

A registration fee of \$100 including GST is payable at the time of accreditation or re-accreditation for a two-year period.¹⁸ As a Recognised Mediator Accreditation Body, the Victorian Bar collects mediator registration fees from its members and forwards payment on to the Mediator Standards Board.¹⁹ **This fee is not payable again with this application if you have already paid it to another RMAB.**²⁰

Payment will be processed by the Bar Office upon approval of re-accreditation, which is by resolution of the Bar Council.

Please charge \$100 to my credit card as specified below:

Visa MasterCard **(Please note: the Victorian Bar does not accept AMEX or Diners)**

Name on card _____

Card number

Expiry Signature _____

I attach a cheque payable to 'The Victorian Bar' for the amount of \$100

If you are unable to pay by one of the above means, please contact the Bar office.

Please return the completed form and payment to:

Victorian Bar Office
Level 5, 205 William Street
Melbourne VIC 3000
T +61 3 9225 7111
E mediation@vicbar.com.au

¹⁸ See Approval Standards 2.1(g) and 3.7. The amount presently fixed is \$100 of which \$10 is retained by the RMAB.

¹⁹ See NMAS effective 1 July 2015 Part IV Recognised Mediator Accreditation Bodies 2.3.

²⁰ NMAS Part IV (Recognised Mediator Accreditation Bodies) section 2.8 forbids collection of the MSB registration fee if it has already been paid in connection with NMAS accreditation by another RMAB.